

The National Defense University hosts the annual Chairman, Joint Chiefs of Staff Strategy Essay Competition. Through this award, students at the Service Colleges are challenged to write about a significant aspect of National Security Strategy. The winner receives a plaque and various publications by the NDU Press. Chairman, JCS, presents the award at a ceremony in his office.

All of the awards described above recognizing professional writing and research are presented at graduation except for the NWC Review Articles Award. Students who have an interest in any of these awards should consult NWCINST 1650.16, *Awards for Professional Writing and Research*, available in the SORM.

Library

The Naval War College Library, named in honor of Admiral Henry E. Eccles, is designed to support the educational and research programs of the College. The Main Library is open for use from 0600-2300 hours, seven days a week, and is staffed Monday-Friday from 0800-1630 hours. The staff is composed of highly qualified professional librarians and library technicians who acquire and provide access to library materials, provide reference assistance including searching on-line databases, inter-library loan services, reserve functions, circulation services, and library tours.

All incoming students have the opportunity to sign up for a structured Library Orientation Tour. The tour is critical to understanding the wealth of services and resources available in the library and is **strongly recommended**.

The library holds over 250,000 books and documents, over 550,000 microforms and approximately 1700 periodical titles. Current subscriptions exceed 700 titles. A variety of local, national and foreign newspapers are also available. The library's collections of bibliographic records are computerized with an online public access catalog (PAC) available via computers in the library. Numerous online databases are also available on computers in the library and throughout the College. Internet access can also be obtained at most computers. Please ask for assistance in using these resources.

The library is divided into three major areas: the Main Library described above; the Naval Historical Collection located in Mahan Hall; and the Classified Library consisting of classified materials (unclassified limited through Secret), Naval Warfare Publications, Naval War College papers, and voice cassettes and CD-ROMs of most lectures. Listening and dubbing equipment are available in the Classified Library and in the Main Library. Access to the Naval Historical Collection and the Classified Library is from 0800-1630, Monday through Friday.

The library seeks to serve the educational needs of the students. Please feel free to make use of the services provided. In the interest of protecting and

preserving the collections and technology, no food or drink is permitted in the Library. **The use of cell phones in the Library is also prohibited.**

CHAPTER III

STUDENT PROCEDURES

General

As indicated in the Introduction, you are encouraged to strike a balance during your tour at the Naval War College. Your year at the College should be viewed as an opportunity to interact and exchange views with officers from sister services and civilian agencies. For many, this may be the first and only such other opportunity. Study hard, but leave appropriate time for reflection, development of perspective, participation in athletics, extracurricular activities and family.

Attached for your convenience and to assist you in orienting rapidly are maps of the Rhode Island Sound area, the NWC complex, and NAVSTA Newport in Annexes E, F and G respectively.

Attire

Because of the unique professional, academic environment at the Naval War College, all students will wear civilian clothing as their primary “uniform.” On those few occasions where a military uniform is required – visiting four-star flag/general officer, certain ceremonies or events – the *Weekly Schedule* will specify the appropriate uniform.

Generally speaking, the NWC terms “Business Casual” as the appropriate civilian attire for students during the work/class day which at a minimum means dress shirt (no tie), suit-quality dress slacks, and dress shoes for men; and a dress or dress blouse, suit-quality dress slacks or skirt, and dress shoes for women. A turtleneck (not mock-style turtleneck) is acceptable. For evening lectures, a coat and tie or suit may be specified. After hours (1630-0600, M-F, and on holidays and weekends), students may wear more casual attire. Collared shirts, long pants and closed-toed shoes with socks are required. Jeans are not to be worn at any time in the College complex.

Please review Annex H for specific details and requirements.